



**BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS**  
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## Executive Officer's Report

### 1. Board Member Update

- Vacant Positions – There are currently four vacant board member positions: One licensed vocational nurse member, one licensed psychiatric technician member, and two public members. Anyone interested in serving on the Board should contact the Governor's Appointment Secretary or go to the Governor's website.

### 2. Budget Update

- Merger of Fund Conditions – At its February 24, 2012 meeting, the Board approved a proposal to merge the vocational nursing (VN) and psychiatric technician (PT) funds to ensure the solvency of the VN and PT Programs. At that time, budget projections indicated that the VN Program's fund reserve would be exhausted by Fiscal Year (FY) 2017/18 and the PT Program's fund reserve would be exhausted by FY 2014/15. However, current budget projections indicate that the VN fund reserve will not need an increase until after FY 2017/18 and the PT fund reserve will not need an increase until FY 2015/16. Board staff is working closely with the DCA's Budget Office to determine the right time to proceed with the merger proposal since there are numerous costs yet to be determined and deducted from the funds (Board's share of BreEZe; State and Departmental pro rata; and other unknown expenditures or increases).

### 3. Education Division Update

	VN Program	PT Program	Totals
#Accredited Programs	183	16	199
#Approved Programs	3	1	4
<b>Sub Total Programs:</b>	<b>186</b>	<b>17</b>	<b>203</b>
#Proposed Programs	134	10	144
<b>Total Accredited, Approved, Proposed Programs</b>	<b>320</b>	<b>27</b>	<b>347</b>

- Meetings with Program Representatives

Since September 6, 2012, consultants have conducted meetings and teleconferences as follows with representatives of existing and proposed programs to facilitate resolution of program issues.

1. September 10, 2012. College of Nursing and Technology VN Program.
2. September 18, 2012. Bethesda University of California VN Program.

➤ Submission of New Proposals and School Materials for Nursing Education Consultant's Review

Since June 6, 2012, consultants have completed a comprehensive analysis of four (4) program proposals for commencement of new vocational nursing and psychiatric technician programs.

Detailed documentation advising the four (4) proposed programs of identified deficiencies and required corrections has been forwarded to the submitting director.

The Board asks for your cooperation when submitting new proposals, program requests, and other materials to your consultant. Due to the high vacancy rate of consultant staff, the Board cannot project the length of time necessary to review new proposals. Please work with the Education Division relevant to your program requests. The Board thanks you for your understanding and patience.

➤ Psychiatric Technician Occupational Analysis

The Board has begun its next Psychiatric Technician Occupational Analysis and is working very closely with Office of Professional Examination Services (OPES). OPES is recruiting potential candidates for participation in the occupational analysis and will conduct interviews.

#### 4. Examination Update

➤ Examination Statistics – Current Calendar Year to Date (01/01/12 to 09/30/12)

	<b>VN Program</b>	<b>PT Program</b>
Average Annual Pass Rate for <b>First-Time</b> Graduates	74%	82%
Overall Pass Rate	56%	66%
<b>Total First-Time Graduates Tested:</b>	6,119	428

#### 5. Liaison Activity Update

- September 12, 2012: Executive Officer (EO) Teresa Bello-Jones and Assistant Executive Officer (AEO) Angelina Martin attended the Administrative Liaison Quarterly Meeting with Department of Consumer Affairs (DCA) Director Denise Brown.
- October 5, 2012: Board President Todd D'Braunstein and Board Member John Vertido met with DCA Director Denise Brown.
- October 9, 2012: The EO and AEO attended an Executive Officers' Meeting with other Board and Bureau EOs at DCA.
- October 15, 2012: The EO and AEO met with DCA Director Denise Brown, Deputy Director Sandra Mayorga, Personnel Officer Jeff Sears, and BRN EO Louise Bailey to discuss recruitment Nursing Education Consultants.

- October 17, 2012: The EO, AEO, Enforcement Division Chief Karen Newquist, Enforcement Manager Alice Delvey-Williams, Enforcement Manager Marilyn Kimble, Licensing Analyst Mark Ito, and Administrative Analyst Linda Ruyters met with Deputy Director Tracy Rhine, Assistant Deputy Director Tomasa Duenas, and Legislative Analyst Scott Allen from DCA's Legislation and Policy Review division.

## 6. Personnel Update

- Retention of Mission Critical Retired Annuitant (RA) Positions – At the September 6, 2012 Board Meeting, the EO reported that the DCA notified the Board, on July 10, 2012, that the State must eliminate all RA positions that are not mission critical by September 1, 2012. The Board was required to submit justifications to retain its eleven retired annuitant positions. The justifications were submitted to the State and Consumer Services Agency (SCSA) for approval. On August 10, 2012, the SCSA requested additional information to justify the mission critical RA employees.

On August 21, 2012, the Board received notification that the SCSA had approved retention of only four of the eleven RA positions (2.0 Nursing Education Consultants; 1.0 Management Services Technician; and 1.0 Office Technician).

On August 23, 2012, the EO and AEO met with the SCSA Secretary, Anna Caballero, and DCA Deputy Director Sandra Mayorga to appeal for the retention of the remaining seven RA positions until December 31, 2012, so that the Board could recruit to fill those positions with non-RA temporary help before the RA positions are eliminated.

On August 31, 2012, the SCSA approved an additional four RA positions for a total of eight as follows:

- 2.0 Nursing Education Consultants (Education Division).
- 1.0 Management Services Technician (Enforcement Division).
- 1.0 Office Technician (Enforcement Division).
- 4.0 Office Technician (Licensing Division).

The following four Office Technician RAs had to be separated from service by August 31, 2012: Ofelia Wayne; Kathryn Rollins; Dalila Lulu; and Linda Sierras.

All RA positions except the two Nursing Education Consultant RA positions in the Education Division will expire by December 31, 2012.

- Board Vacancies – The Board currently has 15 positions vacant for a 22% vacancy rate. The vacant positions are in the following Divisions:

- 3 Enforcement Division.
- 7 Licensing Division.
- 1 Administration Division.
- 4 Education Division.

Recruitment efforts are currently underway to fill these vacancies.

- |                           |             |
|---------------------------|-------------|
| ➤ <u>Separations</u>      | <u>Date</u> |
| Summer Look               | 8/30/12     |
| ➤ <u>Lateral Transfer</u> | <u>Date</u> |
| Nicole Ricks              | 9/30/12     |

## 7. BreEZe Update

- The DCA “BreEZe” will revolutionize the way we do business, the way our licensees and license applicants do business with us, and the way consumers interact with us. Once completed, BreEZe will be the largest online enterprise licensing and enforcement solution in the world, bringing with it improved access to our services, greater ease of use for our stakeholders and improved back-office functionality that will greatly enhance our licensing and enforcement efficiency.

Highlights of the new system include:

Online Benefits to Licensees and Businesses are (available any time of the day or night):

- Apply for or renew a license.
- Pay with a major credit card in a secure environment.
- Track the status of an application or licensing request.
- Submit address changes.
- Obtain proof of renewal status.

Online Benefits to Consumers are (available any time of the day or night):

- Real-time licensee information.
- File a complaint.
- Track the status of a complaint.

The Board of Vocational Nursing and Psychiatric Technicians is scheduled for the release 2 phase of BreEZe in the spring of 2013. Board Staff are currently working on new and improved license renewal forms for BreEZe. Changes to other online forms and the Board’s configuration will begin in the near future.

Updates on the BreEZe project can be found on the DCA website

## 8. Other Important Issues

- Customer Service Surveys – The Board distributes a “Customer Service Survey” to solicit feedback regarding how the Board is accomplishing its mission and goals. The information is used to develop the Board’s Strategic Plan and is included in our Sunset Review Reports. Please complete the survey form and leave it on the table at the back of the room. We are very interested in obtaining any recommendations you make regarding improving effectiveness.

(10/24/12)